Terms of Reference

Scoping Study for Livelihood, Climate Change and Market Interventions in Central North (Sirajganj)

Christian Aid Bangladesh

# About Christian Aid

Christian Aid has been active in Bangladesh since 1972. We are recognised for our work on humanitarian response, climate change, inclusive market development and private sector engagement, disaster risk management, gender equality and human rights issues, and have significant expertise and experience of working with government and civil societies. Our programme promotes access to just and equitable resources and supports the creation of resilient and thriving livelihoods for marginalised people and communities. We believe in downward accountability and, alongside our partners, we are committed to making private sectors, government and public institutions more accountable to communities for the services they provide.

During the year 2017, Christian Aid Bangladesh has taken numerous remarkable initiatives and made some big, deep, inclusive and lasting progresses in reducing poverty not merely in income and consumption dimension, but also in terms of health and education indicators of poverty. Based on our Country Policy and Strategy Paper (CPSP) 2012-2017, the country programme has been addressing our priority areas and has undertaken interventions for reaching the agreed upon targets. This internal arrangement steers to deliver a demand-driven and quality programme. In year 2017, Christian Aid Bangladesh has worked with 20 partner organizations in 18 of the most vulnerable Districts of Bangladesh including the southern coastal region, north-west, central floods zone.

# Context of the Assignment

Country business plan 2018-2023 for Christian Aid Bangladesh concentrating **four critical thematic areas: Climate Change; Economic Justice and Inclusive Market; Gender and Inequality; and Humanitarian**. The strategic goal of livelihood programming in Christian Aid is to enable the resilience of persons of concern, enhancing their freedom and their capacity to accelerate and participate in the achievement of durable solutions. CA sees the livelihood options from a holistic approach covering climate change, DRR, empowerment, market access etc. The challenges faced by the plain land adibashi populations in finding decent economic opportunities have been subject to growing attention in CA operations. Efforts to strengthen the organisation’s understanding of livelihoods and capacity to deliver adequate services and useful livelihoods programs is continuing while the number of operations that have shown interest in boosting their capacity and activities in this area is growing every year.

# Objective

The overall objective of this consultancy is to develop a framework which will identify the livelihood options considering Climate Change and pro-poor market approach

# Scope of Work

The current livelihood strategies in the target area are documented, including:

* The demographic profile
* The socio-economic profile of the *Adibashi* and the non adibashi people of the central north (Sirajgoj) verified (main wealth-group/socio-economic categories of the population characterized in terms of household composition; livelihood assets; income sources; food security status);
* The Climate change impact and possible adaptation capacities from livelihood perspective.
* Market mapping including the challenges, barriers, opportunities for the *Adibashi and non-adibashi*  people to access that market.
* The livelihood assets and strategies of households defined within each wealth group, with attention to the different roles of men and women, capacities and capacity-gaps for accessing employment/self-employment opportunities.
* The contextual opportunities and constraints for employment/self-employment are documented, including:
* The actors and institutions operating in or delivering services to the area; the accessibility of markets for goods and services; the accessibility of vocational training, financial services, and business services providers;
* The development processes in the area (review local development plans and identify planned or potential sources of public/private sector investment; other processes that can affect the markets);
* The policies and practices relating to employment, enterprise development, access to land etc., that influence development processes and affect livelihood opportunities in the area, as well as existing land and environmental management policies and practices and their potential threats.
* Feasible strategies to reinforce and develop people’s capacities, livelihood assets and outcomes, address capacity gaps, and enhance their access to employment/self-employment opportunities are formulated.
* Implementation and partnership arrangements are recommended.

# Deliverables

The deliverables for this assignment are:

* A strategy covering the livelihood, climate change adaption and pro-poor market development action.
* A theory of change for addressing the mentioned above issues.
* A detail stakeholder mapping including probable local development partners

*All work must be delivered in English.*

# Timeframe

The assignment must be fulfilled between 20 working days. Draft report presentation on 15th May 2018 and final report submission on 30th May 2018.

# Required Profile of consultant

* The assignment will be fulfilled by a consulting farm or an individual consultant having relevant skills and a good track record in the development sector, preferably in the livelihood, climate change and pro-poor market development, for strategy development.
* Demonstrated skills in strategic planning in the development sector
* Demonstrated high level communication skills (including facilitation and writing skills)
* Understanding of organizational culture, values and ways of working
* Fluency in English
* Proven experience in analytical writing, report writing in English
* Able to use a gender and rights based approach lens to all work
* Understanding of Theory of Change approaches

# Reporting

The Lead Consultant will directly report to Country Director/Program Manager of Christian Aid Bangladesh.

# Selection Criteria

Key selection criteria of the consultant team are (1) excellent facilitation and strategic planning skills (2) knowledge of Climate Change; Economic Justice and Inclusive Market; Gender and Inequality; and Humanitarian programming and, (3) superior analytical and writing skills. The consultant is required to submit proposal for implementing the assignment outlining:

* Methodology and activities
* Work plan and time schedule
* Detailed budget
* Curriculum Vitae of consultant(s).

The proposal should demonstrate sound knowledge, technical skills and capability as required by the nature of the assignment. Shortlisted applicants will be invited for a presentation and discussion.

# Submission

Interested lead consultant/ organization are requested to submit a **technical proposal** & a **financial proposal** separately as soft copy (PDF version) addressing Country Director, Christian Aid, to bangladesh-jobs@christian-aid.org with cc to [sbiswas@christian-aid.org](mailto:sbiswas@christian-aid.org) by May 7, 2018 before 17:00 hours of Bangladesh time. Please quote “Proposal for development Livelihood options” on the subject line. Please be aware that incomplete or partial submission will be rejected without any review.

# Confidentiality

The consultant will not, either during the term of this agreement or thereafter, except in the proper course of his duties, disclose any information concerning of any affairs of the assignment, which may come to his knowledge during the course of time. This restriction shall continue to apply after the termination of his agreement without limit in point of time but shall cease to apply to importation or knowledge, which may come to the public domain otherwise then because of disclosure by the Consultant. All documentation related to the Assignment (whether or not in the course of the evaluator’s duties) shall remain the sole and exclusive property of Christian Aid.

# Terms and Conditions

* Christian Aid Bangladesh reserves the right to accept or reject any proposal without giving any verbal and /or written rationale;
* This assignment shall be undertaken in full consultation with Christian Aid Bangladesh and UK offices
* Christian Aid reserves termination of contract with a seven working days’ notice to the consultant

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